

BURBACH AQUATICS, INC.

5974 HIGHWAY 80 SOUTH* P.O. BOX 721* PLATTEVILLE, WI 53818

608-348-3262

FAX: 608-348-4970

© 2019 BURBACH AQUATICS, INC.

visit us on the web at www.burbachaquatics.com

MEMO

TO: City of Pierre Outdoor Municipal Swimming Pool Committee
Mike Mueller, Co-Chair [Sent: mike.d.mueller@gmail.com](mailto:mike.d.mueller@gmail.com)
Becky Burke, Co-Chair [Sent: becky.burke@bankwest-sd.com](mailto:becky.burke@bankwest-sd.com)
Heather DeBoer [Sent: heather.deboer@k12.sd.us](mailto:heather.deboer@k12.sd.us)
Paula Weeldreyer [Sent: paula.weeldreyer@k12.sd.us](mailto:paula.weeldreyer@k12.sd.us)
Rachel Arbach [Sent: rachel.arbach@k12.sd.us](mailto:rachel.arbach@k12.sd.us)
Becky Spoehr [Sent: Rebecca.spoehr@cacsnet.org](mailto:Rebecca.spoehr@cacsnet.org)
Paula Huizenga [Sent: paula.huizenga@gmail.com](mailto:paula.huizenga@gmail.com)
Kelsey McQuiston [Sent: Kmcquiston@abt.bank](mailto:Kmcquiston@abt.bank)

CC: City of Pierre
Steve Harding, Mayor [Sent: Steve.harding@ci.pierre.sd.us](mailto:Steve.harding@ci.pierre.sd.us)
Vona Johnson, Councilperson [Sent: vona.johnson@ci.pierre.sd.us](mailto:vona.johnson@ci.pierre.sd.us)
Kristi Honeywell, City Admin. [Sent: Kristi.Honeywell@ci.pierre.sd.us](mailto:Kristi.Honeywell@ci.pierre.sd.us)
Tom Farnsworth, P & R Director [Sent: Tom.Farnsworth@ci.pierre.sd.us](mailto:Tom.Farnsworth@ci.pierre.sd.us)
Twila Hight, Finance Officer [Sent: Twila.Hight@ci.pierre.sd.us](mailto:Twila.Hight@ci.pierre.sd.us)
Brooke Bohnenkamp, [Sent: Brooke.Bohnenkamp@ci.pierre.sd.us](mailto:Brooke.Bohnenkamp@ci.pierre.sd.us)
Government Community Services Coordinator
Mindy Cheap, Rec. Superintendent [Sent: Mindy.Cheap@ci.pierre.sd.us](mailto:Mindy.Cheap@ci.pierre.sd.us)

FROM: David F. Burbach, P.E.
Burbach Aquatics, Inc.

DATE: April 23, 2019

RE: Pierre Outdoor Municipal Swimming Pool - Capital Campaign

Please take this memo as follow up to Burbach Aquatics, Inc. (BAI)'s second Phase I, Step #5 meeting with the Outdoor Municipal Swimming Pool Committee (Pool Committee) on Tuesday, April 16, 2019, regarding the Proposed Outdoor Municipal Swimming Pool project, in Pierre, South Dakota. This meeting commenced at 7:07 p.m., in the training room, of City Hall and concluded at approximately 8:00 p.m. The meeting was very well attended, with a sign-up sheet circulated. A prepared agenda guided the meeting as follows:

1. Call the meeting to Order:

Comment: Co-Chair Becky Burke called meeting to order at 7:07 p.m.

2. Review of last meeting minutes (April 2, 2019):

Comment: Minutes were reviewed and approved as submitted.

3. Review Add Alternates Recalculated Cost:

Comment: The Pool Committee reviewed the cost for each of the 14 Add Alternates. These costs had been recalculated by repositioning related construction items, such as decking and pool vessel cost. The Pool Committee carefully reviewed the presentation foamboards as well as their recalculated costs. Two over sights were observed, as follows:

- a. The one meter diving tower is part of the base project. Only the three meter tower should be shown as an Add Alternate, the dollar amount for said Add Alternate is correct;
- b. The mommy bench was shown on both the Base and Add Alternate conceptualls. When BAI prepares the Case Statement we will need to remove the mommy bench from the Base.

4. Review Timeline:

Comment: The timeline was reviewed and two entries have been revised including:

- a. Moving up the beginning of Phase II, so that BAI can have a longer time frame to address the FEMA inconsistencies.
- b. We moved the Capital Campaign start date back one month to allow more time for creating the Capital Campaign membership.

5. Discuss Capital Campaign Cabinet Candidates:

Comment: BAI then asked Pool Committee members to provide potential Capital Campaign Candidate names to Ms. Johnson. After the meeting, several members provided a plethora of names to Ms. Johnson, which has been very helpful. Subsequent to our Pool Committee meeting of Tuesday night, we had a City Team meeting during which a deadline of 5:00 p.m. on Monday, April 22, 2019, was set for submittal of additional candidate names. Your help in this regard is greatly appreciated.

6. Assign homework:

Comment: The Pool Committee homework is to submit Candidate names by Monday at 5:00 p.m. and BAI will provide an additional spread sheet of the Add Alternate cost basis.

7. Set next meeting and time:

Comment: To be determined.

8. Adjourn Meeting:

Comment: Meeting was adjourned at 7:58 p.m. by Co-Chair Becky Burke.

Should you have any questions or comments, please feel free to contact our Platteville office. As always, the men and women of BAI look forward to the continuing opportunity to serve your community on this very important project.

DFB:pat